

MINUTES OF THE EAST RIDGE CITY COUNCIL

CALLED MEETING

May 6, 2020 – 1:30 pm

The East Ridge City Council met pursuant to notice on May 6, 2020, 1:30 pm at East Ridge City Hall. Mayor Williams called the meeting at the request of the City Manager and all Councilmembers were given notice of the call. The meeting was called for the purpose of the following:

- Approving an Emergency Purchase of One Caterpillar Compact Wheel Loader on State Contract

Mayor Williams called the meeting to order.

Robert Jones gave the invocation. All joined in the Pledge of Allegiance to the Flag.

Mayor Williams stated we are still conducting meetings via electronic means due to Governor Lee's Executive Order #16.

City Attorney Litchford stated the Governor issued Executive Order #16 and Mayor Williams and City Manager Dorsey issued a state of emergency. As a result, a determination has been made in order to protect the health, safety, and welfare of the citizens, we are conducting this meeting by electronic means.

Present were: Mayor Williams, Councilmember Cagle, Councilmember Chauncey (remotely), Councilmember Witt (remotely), City Manager Dorsey, Assistant City Manager Custer, City Attorney Litchford, and City Recorder Middleton. Vice Mayor Helton was not present.

Communication from Citizens (via electronic means): None

RESOLUTION NO. 3046 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, FOR THE EMERGENCY PURCHASE OF ONE CATERPILLAR COMPACT WHEEL LOADER BY STATE CONTRACT FOR SANITATION/SOLID WASTE MANAGEMENT - Mayor Williams read on caption. Assistant City Manager Custer stated this would be an important purchase to help move brush from the recent tornado. He stated it could be used in other instances when trees or limbs need to be removed from the roadways. Councilmember Witt made a motion, seconded by Councilmember Chauncey, to approve Resolution No. 3046. Roll call vote: Councilmember Cagle - yes; Councilmember Chauncey - yes; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.

Being no further business, the meeting was adjourned.

**REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF EAST RIDGE**

**May 14, 2020
6:00 pm**

The East Ridge City Council met pursuant to notice on May 14, 2020, 6:00 pm at East Ridge City Hall.

Mayor Williams stated we are still conducting meetings via electronic means due to Governor Lee's Executive Order #16, which remains in effect until May 17, 2020. An extension to hold meetings electronically until June 30th was issued on May 6, 2020 under Executive Order #34.

City Attorney Litchford stated the Governor issued Executive Order #16, now extended by Order #34, and Mayor Williams and City Manager Dorsey issued a state of emergency. As a result, a determination has been made in order to protect the health, safety, and welfare of the citizens, because of the pandemic, we are conducting this meeting by electronic means.

Daniel Beard, Action Church, gave the invocation (remotely.) All joined in the Pledge of Allegiance to the Flag.

Present were: Mayor Williams, Vice Mayor Helton (remotely), Councilmember Cagle, Councilmember Chauncey (remotely), Councilmember Witt (remotely), City Manager Dorsey, City Attorney Litchford, and City Recorder Middleton

Consent Agenda:

Since Vice Mayor Helton was not present at the last meeting, the Consent Agenda items were voted on separately.

- A. **Approval of Minutes April 23, 2020 Regular Council Meeting** - Councilmember Chauncey made a motion, seconded by Councilmember Witt, to approve the Minutes of April 23, 2020. Roll call vote: Vice Mayor Helton - yes; Councilmember Cagle - yes; Councilmember Chauncey - yes; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.
- B. **Approval of Minutes May 6, 2020 Special Called Meeting** – Councilmember Chauncey made a motion, seconded by Councilmember Witt, to approve the Minutes of the May 6, 2020 called meeting. Roll call vote: Vice Mayor Helton - abstain; Councilmember Cagle - yes; Councilmember Chauncey - yes; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.

Communication from Citizens:

Mayor Williams stated that citizens could submit questions or comments to his email from 12:30 – 1:30 today. He received one email from Robert Maner, 4116 Wade Drive. Mr. Maner thanked the Mayor for giving people access to Camp Jordan. He also requested that the City not give his personal medical information to any departments in the City.

Communication from Councilmembers:

Councilmember Cagle thanked all the employees for the work they did during the tornado clean-up.

Vice Mayor Helton had nothing at this time.

Councilmember Chauncey asked when the City would start bulk trash pick-up again. City Manager Dorsey stated Assistant City Manager Custer would give an update during Communication from City Manager.

Councilmember Witt thanked the citizens for completing their census and stated 60.5% of citizens have completed theirs. Mayor Williams asked how that percentage compares to other areas. Ms. Witt stated the percentage is higher than the overall percentage in the state.

Mayor Williams stated citizens could go to the Hamilton County website for information on the coronavirus. He stated that out of 6,389 tests, 310 have been positive. He also stated that Hamilton County is following the guidelines of the governor and we are slowly reopening in areas in which we are allowed to do so.

Communication from City Manager:

- City Manager Dorsey asked Assistant City Manager Custer to give an update on storm debris. Mr. Custer stated there is a massive amount of debris around the City. Last week, we focused on the John Ross and Hibbler Circle areas picking up 42 loads of debris. We then moved to Harris Hills and picked up 100 loads of brush. He is asking citizens to be patient.

Mr. Custer also stated we are still getting development requests and continuing to issue building permits.

City Manager Dorsey stated we use the same trucks for bulk and brush pick-up; however, at this time, brush pick-up is the priority.

- Mr. Dorsey stated that Street Department Supervisor Norman Branum retired after 36 years with the City. He thanked Mr. Branum for his service and stated we are hoping to do a reception sometime in June.
- Mr. Dorsey stated that he is working with Assistant City Manager Custer, Finance Director Qualls, and the department heads on the budget. We will present the budget at the next Council meeting and plan first and second readings in June.

- Mr. Dorsey stated he has had questions about teams practicing at Camp Jordan. He stated we are under control of the Hamilton County Health Department and he has called Mayor Coppinger about allowing teams to come back for practice.
- Mr. Dorsey discussed reopening of City Hall. He is working with the Safety Officer and department heads to come up with a reopening plan and is also working with other safety officers in the area.
- Mr. Dorsey stated we are recognizing our seniors with signs in front of City Hall. He wished them success and congratulated them on their hard work.
- Mr. Dorsey responded to a citizen comment regarding releasing names of persons who have COVID 19. We have an agreement with the Department of Safety to protect our officers, who interact with people every day. Chief Allen stated the purpose of the agreement is to prevent the spread of COVID 19 to department employees and people in custody. Employees cannot tell anyone who is on the list. Mr. Dorsey stated we had four officers who came into contact with someone who had the virus, and they had to self-quarantine for two weeks. This would affect the safety of our citizens.

Old Business: None

New Business:

RESOLUTION NO. 3047 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE APPROVING THE LEASE OF THREE (3) 2020 POLICE MOTORCYCLES FROM BUMPUS HARLEY-DAVIDSON OF MURFREESBORO LTD., LP FOR USE BY THE EAST RIDGE POLICE DEPARTMENT - City Attorney Litchford read on caption. Chief Allen stated this is a renewal of a lease for \$4,500 per year per motorcycle. Each motorcycle would cost \$17,700 if we purchased them. Councilmember Witt made a motion, seconded by Councilmember Chauncey, to approve Resolution No. 3047. Councilmember Cagle suggested that we offer Bumpus \$8,700 each for the motorcycles because he had rather own them, not lease. City Manager Dorsey researched this and stated the amount has not changed since 2015. Roll call vote: Vice Mayor Helton - yes; Councilmember Cagle - yes; Councilmember Chauncey - yes; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.

Mayor Williams asked if the old motorcycles had been returned. Mr. Dorsey stated they had, and the new ones were delivered. Bumpus was informed that Council still had to approve the lease.

RESOLUTION NO. 3048 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE MAYOR TO EXECUTE THE ATTACHED CONTRACT WITH THE STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION (TDOT), FOR THE CITY OF EAST RIDGE TO PROVIDE MOWING SERVICES AT THE I-75, EXIT 1 INTERCHANGE, FOR FY 2020 - 2021, ON A REIMBURSEMENT BASIS - City Attorney Litchford read on caption. Assistant City Manager Custer stated the City has been contracting with TDOT for 10 to 12 years and this will allow the City to continue to do the mowing and be reimbursed by TDOT. They will pay the City \$8,820 for six mowings, but

the City chooses to mow more often. Councilmember Witt made a motion, seconded by Vice Mayor Helton, to approve Resolution No. 3048. Councilmember Cagle would like to get the cost to the City for each mowing. Mr. Custer will have that information by the next meeting. Roll call vote: Vice Mayor Helton - yes; Councilmember Cagle - yes; Councilmember Chauncey - yes; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.

RESOLUTION NO. 3049 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE APPLICATION FOR, AND ACCEPTANCE OF, THE UNITED STATES DEPARTMENT OF JUSTICE CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM FY 2020 - City Attorney Litchford read on caption. City Manager Dorsey thanked Representative Fleishman and the entire legislative delegation for this grant. It can be spent for the emergency purchase of equipment needed for COVID 19, such as masks, gloves, and other PPE. The amount is \$35,403. Vice Mayor Helton made a motion, seconded by Councilmember Witt, to approve Resolution No. 3049. Roll call vote: Vice Mayor Helton - yes; Councilmember Cagle - yes; Councilmember Chauncey - yes; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.

Discussion of Tentative Agenda Items for the May 28, 2020 Council Meeting (see Attachment A)

- **Old Business:** None
- **New Business:**
 - **RESOLUTION NO. ____ - Approval of Concessions Contract** – Mr. Dorsey recommended we remove this from the agenda. We had a previous resolution that approved the City to enter into a contract.
 - **RESOLUTION NO. ____ - Governor’s Local Government Support Grants** – Mr. Dorsey stated this grant is for \$493,967 and can be used for IT hardware upgrades, capital maintenance, utility system upgrade, road project, public safety, etc.
 - **RESOLUTION NO. ____ - Appointments to Industrial Development Board – Appointment by Vice Mayor Helton and One Council Appointment (Terms Expire June 11, 2020)** – Mayor Williams stated one appointment is by the entire Council and one is by Vice Mayor Helton. He asked councilmembers to be prepared to make appointments at the next meeting.
 - **Presentation of FY 2021 Budget** – City Manager Dorsey plans to present the budget at the next meeting. He stressed the fact that there will be no tax increase. The Mayor and City Manager discussed holding workshops after the budget has been presented. They will also have to have a plan for holding a public hearing.
 - City Attorney Litchford stated we received a request from Dynamic East Ridge, LLC to modify the end date of the development agreement. They would like a six-month extension because of the COVID 19 pandemic. This extension would

not impact the allocation of border region funds. Assistant City Manager Custer stated Dynamic should be starting construction within the next four weeks. City Attorney Litchford will get clarification on modification of the start date.

- Finance Director Qualls will have a budget amendment on first reading for the next meeting. City Manager Dorsey stated we have locked down some of the purchasing; anything over \$250 must be approved by either him, Assistant City Manager Custer, or Finance Director Qualls.

Being no further business, the meeting was adjourned.

**REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF EAST RIDGE**

**May 28, 2020
6:00 pm**

The East Ridge City Council met pursuant to notice on May 28, 2020, 6:00 pm at East Ridge City Hall.

Mayor Williams stated we are still conducting meetings via electronic means due to Governor Lee's Executive Order #16, which remains in effect until May 17, 2020. An extension to hold meetings electronically until June 30th was issued on May 6, 2020 under Executive Order #34.

City Attorney Litchford stated the Governor issued Executive Order #16, now extended by Order #34, and Mayor Williams and City Manager Dorsey issued a state of emergency. As a result, a determination has been made in order to protect the health, safety, and welfare of the citizens, because of the pandemic, we are conducting this meeting by electronic means.

Danny Lance, Trulife Church, gave the invocation (remotely.) All joined in the Pledge of Allegiance to the Flag.

Present were: Mayor Williams, Vice Mayor Helton (remotely), Councilmember Cagle, Councilmember Chauncey (remotely), Councilmember Witt (remotely), City Manager Dorsey, City Attorney Litchford, and City Recorder Middleton

Consent Agenda:

- A. Approval of Minutes May 14, 2020 Regular Council Meeting
- B. Approval of Financial Statement March 2020

Councilmember Witt made a motion, seconded by Vice Mayor Helton, to approve the Consent Agenda. The vote was unanimous. Motion approved.

Communication from Citizens:

Mayor Williams stated he received no emails from citizens today between 12:30 and 1:30 pm.

Communication from Councilmembers:

Councilmember Witt stated East Ridge is at 61.8% for Census response which is higher than the nationwide and Tennessee percentages.

Councilmember Chauncey had nothing at this time.

Councilmember Cagle stated a citizen asked him to thank the City for keeping the Camp Jordan walking track open during the Coronavirus shutdown.

Vice Mayor Helton had nothing at this time.

Mayor Williams discussed the following:

- He thanked Kroger, Cherokee Health Systems, and the Hamilton County Health Department for conducting drive-through COVID-19 testing at Camp Jordan last week and this week.
- He thanked the Sanitation Department for all the work they are doing to get brush picked up in the City.
- The Mayor stated he and the City Manager have been discussing the tentative reopening of council meetings. Meetings will follow CDC, state, and local guidelines.

Communication from City Manager:

- City Manager Dorsey thanked all the groups involved in the COVID 19 testing. He stated we had a good response.
- Brush pickup is going very well, mainly due to the additional equipment the City purchased. We have been concentrating on the hardest hit areas but will pick up other areas as soon as we can. We have met with TEMA regarding the tornado debris and have another meeting scheduled in June.
- Chief Allen stated on June 3rd, Blood Assurance will have their blood mobile at the police department for blood donations from 12 - 6 pm.
- He has been working with the Safety Officer on procedures for opening up City offices, possibly June 3rd.

Old Business: None

New Business:

ORDINANCE NO. 1128 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE FISCAL YEAR 2020 OPERATING BUDGET, ORDINANCE NO. 1105, FOR VARIOUS REVENUES AND EXPENDITURES AND TO DESIGNATE A PORTION OF THE FUND BALANCE TO BE USED (1st reading) – City Attorney Litchford read on caption. Finance Director Qualls stated this would be the final amendment for this fiscal year and would be for last minute purchases. The knuckleboom and the skid loader will be paid for out of the fund balance. We have not received an insurance payment for the knuckleboom, but our insurance company will pay and then they will settle with the other company. Vice Mayor Helton made a motion, seconded by Councilmember Witt, to approve Ordinance No. 1128 on first reading. The vote was unanimous. Motion approved.

RESOLUTION NO. 3050 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO ELECT MEMBERS TO THE EAST RIDGE INDUSTRIAL DEVELOPMENT BOARD – City Attorney Litchford read on caption. Mayor Williams stated that we have two separate appointments and would like to

break this down into two votes for those and then vote on the resolution with the two names inserted. The Mayor had asked the Council to submit names and the names submitted were Curtis Baker and Casey Tuggle. Councilmembers had no other names to submit at this time. Councilmember Witt made a motion, seconded by Councilmember Chauncey, to appoint Casey Tuggle to the IDB. Roll call vote: Vice Mayor Helton - yes; Councilmember Cagle - abstain; Councilmember Chauncey - yes; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.

Vice Mayor Helton stated she would like to re-appoint Danny Lance and thanked him for his willingness to serve. Councilmember Chauncey made a motion, seconded by Vice Mayor Helton, to memorialize Vice Mayor Helton's appointment of Danny Lance. The vote was unanimous. Motion approved.

At this time, City Attorney Litchford read a revised caption of Resolution No. 3050.

RESOLUTION NO. 3050 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO ELECT CASEY TUGGLE AS THE AT LARGE CITY COUNCIL APPOINTMENT AND TO MEMORIALIZE THE APPOINTMENT OF DANNY LANCE BY VICE MAYOR HELTON – Vice Mayor Helton made a motion, seconded by Councilmember Chauncey, to approve Resolution No. 3050 as read. Roll call vote: Vice Mayor Helton - yes; Councilmember Cagle - abstain; Councilmember Chauncey - yes; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.

RESOLUTION NO. 3051 – A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE FIRST AMENDMENT TO THE DEVELOPMENT AGREEMENT WITH DYNAMIC EAST RIDGE, LLC, RELATING TO A PROJECT IN THE BORDER REGION RETAIL DEVELOPMENT DISTRICT AND AUTHORIZING CERTAIN ACTIONS RELATING THERETO – City Attorney Litchford read on caption. Mr. Litchford stated that Dynamic East Ridge requested this amendment due to the COVID-19 pandemic. They are asking for a change of the end date. From a distribution standpoint this does not impact the City. Councilmember Chauncey made a motion, seconded by Councilmember Witt, to approve Resolution No. 3051. The vote was unanimous. Motion approved.

RESOLUTION NO. 3052 – A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE APPLICATION FOR, AND ACCEPTANCE OF, THE STATE OF TENNESSEE CARES GRANT FOR THE EAST RIDGE LIBRARY – City Attorney Litchford read on caption. Community Involvement Coordinator Bowers stated the City could get \$20,000 with no match due to COVID-19. Councilmember Witt made a motion, seconded by Vice Mayor Helton, to approve Resolution No. 3052. The vote was unanimous. Motion approved.

Presentation of FY 2021 Budget – City Manager Dorsey presented copies of the FY 2021 budget to the Council. He stated a copy will be put on the website tomorrow. He has a new format this year which is more citizen friendly. Mr. Dorsey read the budget overview included in the budget which projects a flat year for revenue. He stated \$646,000 is going to be used from the fund balance for two carryover projects, \$500,000 for Pioneer

Playground and \$146,000 for the multi-modal grant. There will be a 3% increase in health insurance and there will be no cost of living increase at this time. If revenues improve, there could possibly be a cost of living increase later in the year. There will be no property tax increase.

Mr. Dorsey would like to schedule a budget workshop. The Mayor would like to possibly plan for Friday, June 5th at 3:00 pm if Vice Mayor Helton can make it. Ms. Helton will let the Mayor know for sure.

Discussion of Tentative Agenda Items for the June 11, 2020 Council Meeting (see Attachment A)

Old Business:

ORDINANCE NO. 1128 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE FISCAL YEAR 2020 OPERATING BUDGET, ORDINANCE NO. 1105, FOR VARIOUS REVENUES AND EXPENDITURES AND TO DESIGNATE A PORTION OF THE FUND BALANCE TO BE USED (2nd and final reading) Mr. Dorsey stated second reading will be June 25th.

ORDINANCE NO. ____ - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, MAKING AND FIXING THE ANNUAL APPROPRIATIONS OF SEVERAL DEPARTMENTS OF THE CITY FOR THE FISCAL YEAR, BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021 (1st reading) – Mr. Dorsey stated this is the budget ordinance.

ORDINANCE NO. ____ – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO PROVIDE FOR THE GENERAL REVENUE THEREOF FOR THE FISCAL YEAR 2020 – 2021 TO BE KNOWN AS THE GENERAL REVENUE ORDINANCE FOR SAID YEAR (1st reading) - Mr. Dorsey stated this is the property tax ordinance.

RESOLUTION NO. ____ - Governor's Local Government Support Grants – City Manager Dorsey stated this grant is from Governor Lee's office. We will have \$493,000 and he would like to get the application back to the Comptroller's office in June.

Being no further business, the meeting was adjourned.